

NEASHAM PARISH COUNCIL

(Copies of meeting minutes and agendas are available on the website at <http://www.neashamparishcouncil.co.uk>)

You are hereby summoned to join a meeting of **Neasham Parish Council on Monday 1 March 2021 at 6.30 pm** to be held remotely to transact the business listed in the agenda below.

AGENDA.

1. Chair's welcome and apologies for absence.
2. Declarations of interest in items on the agenda.
3. To approve the minutes of the Ordinary Meeting held on 1 February 2021.
4. Matters arising from the previous meeting - None.
5. PACT Report – no meeting.
6. Roads and footpaths.
 - Email sent to Darlington BC Highways regarding 3 outstanding defect and email response.
 - Right of way through gated New Lane develop, feedback from K Sandick and J Ryan meeting.
 - The badly damaged road from Neasham Hill to Low Dinsdale has been repaired but there is considerable amount of debris which is affecting use of the road. Highways claim both road sweepers being under repair is preventing action.
7. Environment Agency Matters.

G Crute had responded to Alex Haley (Environment Agency), thanking them for the PSRA and commenting on water levels and mature trees on the Kent Beck.
8. Village Green.
 - Proposal to provide a wild meadow area adjacent Kent Bridge.
 - Proposed seating area adjacent Millennium Garden.
9. Planning.
 - Applications received since the last meeting:-
20/002327/FUL – Conversion of Piggeries, erection of 5 lodges, leisure facilities and holiday cottage at Sockburn Hall, DL2 1PH. Return date for NPC response extended to 5 February.
 - Decisions received since the last meeting:-
None.
 - Update on un-authorized traveller development in field opposite Euro Jag including additional static caravan.
 - NALC have circulated a request to councils seeking their views on Publication PC2-21 Model Design Code which would involve planning authorities drawing up their own design codes. G Crute volunteered to respond on behalf of Neasham PC.
10. Risk Management.
 - No Scheduled Inspections in February. Trees and village green (including verges, signs notice boards and seats) due in March.
 - One defect closed in February four defects remain open.
11. Updated Policies and Procedures Documents.
 - To approve the following policies and procedures which have been re-drafted and updated prior to posting on the website and have been separately circulated:-
Code of Conduct

Equality, Diversity and Equal Opportunities Policy
Expenses Policy
Complaints Policy
Disciplinary and Grievance Policy
Document Management Policy
Data Protection Policy

- Resolution to vary the provisions of the Financial Regulations in accordance with the content of the G Crute e-mail dated 19/02/2021 (Copy of email circulated).
- Other documents are currently being amended for presentation style and will only referred to members for approval should the content be altered.

12. Website

- Website sub group meeting had been held 18th February. G Crute outlined progress to date, it was agreed to circulate the Policy Documents listed above for approval. The date for “going live” with the new website was agreed as 1st April 2021, the Spanglefish site would not renewed. Additional works are required to the website and it was agreed to instruct Adam Crute to carry out these extra works.

13. Finance.

- Payments made in February: J Walker (Underclaim January Zoom £10.00), J Walker Expenses (Zoom £ 14.39), J Walker Expenses (Memory stick for back up £14.49). Anticipated March Payments: Zoom £14.39, ICO £35.00, additional website requirements TBA.
- Mandate form for change of a signatory on Barclay’s bank account completed, safe access to the bank for witnessing awaited. NS&I account – further letter to be sent.

14. Ward Councillor Matters.

15. Correspondence (all as circulated February).

- Various emails from NALC regarding coronavirus, CE’s bulletins 8, 8, 9, 15, 19 February (for information only unless any member has a matter arising).
- Email 16/02/21 from DD Fire and Rescue Service (via L Tostevin) regarding Community Risk Management Plan Consultation.

16. Other village matters.

- Broadband in Neasham.
- D Dodwell will be leaving the council and confirmation of the Vice-Chair required.

17. To confirm the date of next meeting (5th April is Easter Monday).

John Walker
Clerk to Neasham Parish Council

Please note: Members of the public are entitled to access Parish Council Meetings as a non-participating attendee, unless confidential matters are under discussion and as this will be a “virtual” meeting, any member of the public wishing to access the meeting with ID 815 5016 0524 and Passcode 627670, however members of the public wishing to speak on any matter during the meeting must give written notice to the Clerk or Chair at least 2 days prior to the meeting giving brief details. Members of the public may speak only at the invitation of the Chair.